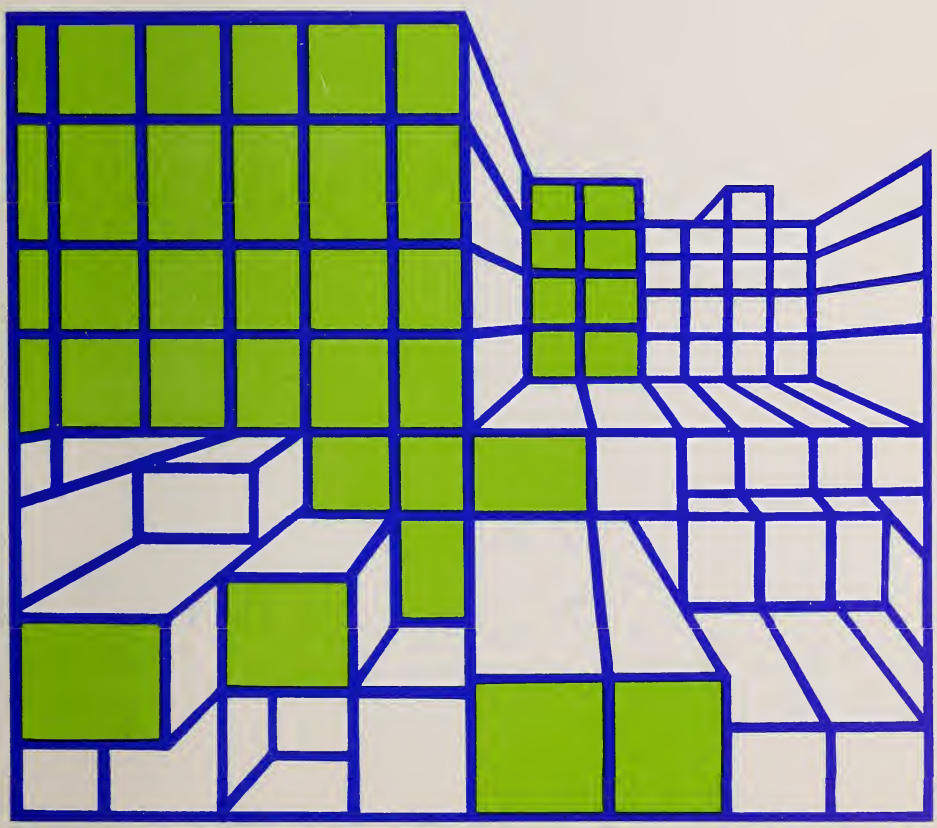
CERTIFICATE COURSES IN BUSINESS, PUBLIC ADMINISTRATION, CRIMINOLOGY, PUBLIC HEALTH NURSING. 1969·1970
UNIVERSITY OF TORONTO·DIVISION OF UNIVERSITY EXTENSION



IMPORTANT NOTICE

In view of increasing costs of supplies and labour, charges set forth in this Calendar are subject to change by the Board of Governors.

UNIVERSITY OF TORONTO
Division of University Extension

CERTIFICATE COURSES

in

Business
Public Administration
Criminology
Public Health Nursing

SESSION 1969 - 1970

Classes Commence September 15, 1969

Administrative Officers 1968-1969

Partial Listing

THE UNIVERSITY

President . . . C. T. Bissell, M.A., Ph.D., D. ès L., D.Litt., LL.D., F.R.S.C.
Executive Vice-President (Academic) and Provost . . . J. H. Sword, M.A.

Vice-President and Registrar, and Secretary of the Senate . . . R. Ross, M.B.E., M.A.

Chief Librarian . . . R. H. Blackburn, M.A., B.L.S., M.S., LL.D.

Director of University Extension . . . G. H. Boyes, M.A.

Director of Admissions . . . E. M. Davidson, B.A.
Director of Student Awards . . . Miss H. L. Reimer, B.A., B. Paed.
Special Officer (Secondary School Liaison) . . . J. R. H. Morgan, M.B.E., M.A., B.Paed., LL.D., F.O.T.F.
Director of Statistics and Records . . . J. M. Tusiewicz, M.A.Sc., M.B.A.
Director of University Health Service . . . G. E. Wodehouse, M.C., M.D., F.R.C.P.(C), M.R.C.P.
Assistant Director of University Health Service —Women . . . Miss F. H. Stewart, B.A., M.D.
Director of the Placement Service . . . A. W. Headrick, M.A.
Director of International Student Centre . . . Mrs. K. Riddell, B.A.
Director of the Advisory Bureau . . . D. J. McCulloch, B.A., M.D., D.Psych., F.R.C.P.(C)
Director of Housing Service . . . Mrs. M. G. Jaffary, B.A.

Director of University of Toronto Press . . . M. Jeanneret, B.A., LL.D.

Director of Information . . . K. S. Edey
Director of Alumni Affairs . . . J. C. Evans, B.A.
Director of Development . . . R. J. Albrant

Warden of Hart House . . . E. A. Wilkinson, B.A.
Director of Athletics and Physical Education —Men . . . W. A. Stevens, B.S.
Director of Athletics and Physical Education —Women . . . Miss A. Hewett, B.Ed., P.E.

DIVISION OF UNIVERSITY EXTENSION

CERTIFICATE COURSES

Assistant Director . . . E. M. Gruetzner, B.A.

CO-ORDINATORS:
Business . . . W. E. Hebdon, M.A., C.A.
Public Administration . . . W. E. Grasham, B.A.Sc., M.A.
Criminology . . . A. W. Mewett, LL.B., B.C.L., L.L.M., S.J.D..
Public Health Nursing . . . Muriel E. Small, B.N., M.A.

Secretary of Division . . . Margaret Pratt, B.A.

Certificate Courses Sessional Dates 1969-1970

Winter Session

September 3	Last day for new students to apply for admission.
September 10	Last day for acceptance of registration forms.
September 15	Academic Year begins.
September 15	Address by the President at 2:00 p.m. Convocation Hall
November 11	Remembrance Day. (Classes as usual)
December 19	Last day of lectures — term ends.
December 20	Christmas Vacation (16 days).
January 5	Easter Term begins.
February 15-21	Reading Week. Lectures cancelled.
February 15	Last date for withdrawal without academic penalty.
March 27	Good Friday.
April 6	Examinations begin.
May 29	Start of University Commencement.

Summer Evening Session 1970

April 1	Last day for new and special students to apply for admission.
May 19	Summer Evening Session begins.
June 1	Last day for change of course.
June 30	Final date for withdrawal from Summer Evening Session without academic penalty.
July 1	Dominion Day (all lectures cancelled).
July 10	Last day for students with supplemental privileges to apply to write the August examinations.
August 3	Civic Holiday (all lectures cancelled).
August 14	Last day of lectures.
August 17-21	August Examinations.

Summer Day Session 1970

May 15	Last day for new and special students to apply for admission.
June 18	Last day for acceptance of registration forms without late fee.
July 6	Summer Day Session begins.
July 10	Last day for students with supplemental privileges to apply to write the August examinations.
July 13	Last day for change of course.
August 1	Last day for withdrawal from Summer Day Session without academic penalty.
August 3	Civic Holiday (all lectures cancelled).
August 14	Last day of lectures.
August 17-21	August examinations.

Contents

	Page
Admission Requirements	7
Book Store	46
Bursaries, Scholarships, Loans	12, 36, 37
Content of the Course Programmes	12, 17, 21, 30
Courses of Instruction	12, 17, 21, 35
English Facility Requirements	7
Evening Registration and Counselling	9
Examinations	9
Fees	10
Graduate Programme in Business Administration	45
Other Programmes	41
Other University Calendars	47
Map of St. George Campus	48
Parking	46
Refunds and Withdrawals	11
Registration	8, 30
Requirements for the Certificate	9, 12, 32, 33
Sessional Dates, 1969-70	3
Special Students	41
Time Tables	40

84 QUEEN'S PARK
THE HOME OF UNIVERSITY EXTENSION

47 QUEEN'S PARK

FACULTY OF LAW, 78 QUEEN'S PARK

LASH MILLER BUILDING, 80 ST. GEORGE ST.

Admission Requirements

Candidates Offering Ontario Grade 13 Certificates

The following Ontario Grade 13 subjects *(or their equivalent)* are approved subjects for purposes of admission to these Courses.

One-credit: Biology; Chemistry; Physics; Geography; History; Music; Art. A candidate may *not* offer both Music and Art.

Two-credit: English; French; German; Greek; Hebrew; Italian; Latin; Russian; Spanish; Mathematics A (alone).

Three-credit: Mathematics A and B (two subjects).

Candidates will be required to offer standing in at least four Grade 13 subjects comprising at least seven credits and including two of English, Mathematics A, another language, with a minimum overall average of 60%.

Candidates who have attended an Ontario High School as full-time students since 1966, must present a complete Grade 12 standing as laid down in the University of Toronto Admission Requirements.
In addition to the above admission requirements, candidates may be required to sit a scholastic aptitude test.

Candidates offering certificates other than Ontario Grade 13 should refer to page 38, or enquire at the Division of University Extension.

Mature Students

Students twenty-five years of age or over, residents of Ontario for at least one year, who have a sound academic record and a minimum of 60% in at least one Grade 13 subject or its academic equivalent, will be considered for admission as mature students. Such students may be admitted to the First Year "conditionally" and will be allowed to continue on successful completion of the First Year subjects. Possession of the minimum requirements does not ensure selection. Courses with scientific content may require more than one Grade 13 subject.

Students in the Certificate Course in Business are also required to have some business experience.

First year applicants are required to see a counsellor.

To assist mature students to become qualified for admission to the University of Toronto under these terms, the Division of University Extension offers three courses which will be recognized by the University as the equivalents of Grade 13 English, Chemistry and Mathematics.

English Facility Requirements

All applicants are required to submit evidence acceptable to the University of facility in English. Candidates whose mother tongue is not English may be required to indicate an appropriate standard in a recognized English facility test. The following evidence is acceptable.

(a) Standing in English on the Ontario Grade 13 Certificate, or other certificates recognized by the University as equivalent.

(b) The Certificates of Proficiency in English issued by the Universities of Cambridge or Michigan, or satisfactory achievement in the University of Michigan English Language Test. The test may be taken in Toronto. Students should enquire from The Secretary, Division of University Extension, to arrange to write this test. There will be a fee for this test.

The University is prepared to consider other evidence of English facility which is submitted for evaluation.

(Details of the foregoing tests may be secured from the Secretary, Division of University Extension.)

Admission to Advanced Credit

A student applying for advanced credit shall submit an official transcript of his record for evaluation, together with a description of the course and the name of the author and text used. A student who holds a University Degree and is granted credit in one subject, is required to undertake only five subjects to earn his Certificate. A student who applies for advanced standing in a subject because of credits earned previously and, has not a University Degree, may be granted credit in one subject, but is required to undertake six subjects in order to earn his Certificate. Under no circumstances will credit be granted in more than one subject. No credit will be given for a passed subject in a failed year in a previous university course.

Application Procedure

Students may apply by mail, using the enclosed application form, or in person at the Division of University Extension, Room 210, 84 Queen's Park, Toronto 181, from 9:00 a.m. to 5:00 p.m. daily except Saturdays.

The final date for submitting applications for admission is September 3. Letters of enquiry are not considered to be applications.

Social Insurance Numbers

All applicants must give their Social Insurance Number on the Application Form.

A student who has no Social Insurance Number, will be obliged to procure one before registering.

Registration

Registration in person may be made at 84 Queen's Park between 9:00 a.m. and 5:00 p.m., except Saturdays. Applications made by mail should be addressed to: The Secretary, University Extension. 84 Queen's Park, Toronto 181. Telephone 928-2407.

Application and Registration

Evening Registration and Counselling

PLACE: University Extension, 84 Queen's Park.

TIME: Tuesday, September 2, 7:30 - 9:00 p.m.
Wednesday, September 3, 7:30 - 9:00 p.m.

SECOND AND THIRD YEAR STUDENTS who require assistance regarding selection of, and eligibility for, optional subjects, will receive assistance from the Instructors and the Secretary.

PLACE: University Extension, 84 Queen's Park.

TIME: Thursday, September 4, 7:30 - 8:30 p.m.

The final date for acceptance of registration forms is September 15.

Requirements for Certificate

To receive credit in a subject a candidate must obtain 50% in the annual examination and 50% of the aggregate of his term mark and examination mark. To receive honour standing a candidate must obtain an average of at least 75% in the six subjects.

i) A certificate will be granted in Business to those who complete six subjects with a mark of at least 50% in each subject;

ii) In *Public Administration,* a candidate must complete six subjects with a mark of at least 50% in each subject and an overall average of at least 60%; a candidate who fails to obtain an average of 60% in his four subjects will be required to repeat a subject in order to raise his average to 60% before being allowed to continue.

iii) *Criminology* candidates in addition to i) and ii) who have less than 60% in any academic year may only enrol in one subject in the following year.

iv) *Public Health Nursing* requirements for Certificate are shown on pages 32 and 33.

Examinations

A candidate who fails to obtain standing in an examination may, at the opening of the session, either make application to re-write the examination on payment of the $10 examination fee, provided he has successfully completed his term work, or pay the full tuition fee and re-enrol in the subject. A second failure in an obligatory subject necessitates withdrawal from the course.

A candidate who fails to obtain standing in an optional subject may, at the opening of the session, either make application to re-write the examination on payment of the $10 examination fee, provided he has successfully completed his term work, or pay the full tuition fee and enrol either, in

(a) the same option, or

(b) select a new option.

A candidate who twice fails to obtain standing in his original option, may transfer to a new option, but failure to obtain standing in the new option, at the first time of writing, necessitates withdrawal from the Programme.

A candidate who fails to obtain standing at the first time of writing an option and who then selects a new option and fails to obtain standing, will be permitted to re-write the new option only once, and if unsuccessful must withdraw from the Programme.

In other words, a candidate may attempt the examination in any one subject only twice, and if unsuccessful must withdraw from the Programme.

A candidate who has *THREE* failures in the Programme will be required to withdraw.

Examinations are conducted in April and August. Candidates who fail in the April examination and who are granted supplemental privileges must make application to write these examinations. The Final Examinations will be written during the DAY. Examinations will be no longer than three hours.

Fees First Year students only *EXCEPT* those who completed Grade XIII in 1969, and students previously registered at the University of Toronto.

APPLICATION FEE	$ 10.00
TUITION FEE (each subject)	
Business	$105.00
Public Administration	95.00
Criminology	115.00
Public Health Nursing	
Academic Fee	470.00
Incidental Fees	40.00
Total Fee (If paid in one instalment)	510.00
First Instalment due on, or before, opening day	275.00
Second Instalment due January 25	238.00

The Academic fee includes the following fees: Tuition, Library, Laboratory Supply, Annual Examination and Certificate.

The Incidental Fees include the following fees: Students' Administrative Council, Athletic and Health Service, Undergraduate Association.

Late Registration Fee

Any student who registers after the last date for normal registration in his or her own faculty or school is required to pay a late registration fee of $10 plus $1 for each day of delay to a maximum of $20.

Instructions regarding the payment of fees will be sent out by the Applications Secretary, 47 Queen's Park Crescent.
(For Certificate Course in Public Health Nursing only.)

Application forms MUST be accompanied by a cheque covering the fees in full. Cheques should be made payable to "University of Toronto" at par, Toronto. Post-dated cheques will not be accepted. Please *do not* send cash by mail.

Refunds and Withdrawals

The Secretary must be notified *in writing* or *in person* of a student's withdrawal and of the reason for his withdrawal. A student is held responsible for all courses in which he registers unless he officially withdraws. Merely ceasing to attend class does not consitute official withdrawal.

A student who does not write the final examination at the end of any session will be considered to have failed in that subject, unless he has officially withdrawn from the course. Merely ceasing to attend class or notifying the instructor does not constitute an official withdrawal. A student who finds it necessary to cease attendance and who wishes to avoid being considered a failure must notify the Secretary, Division of University Extension, in writing, not later than February 15, giving the reason for withdrawal.

Refunds for part-time students will be made only if they are requested in writing or in person, not later than the second lecture. Admit-to-Lecture Cards must be returned before a refund will be made. A charge of $10.00 is made for a refund of fees for each course.

Certificate Course in Business

The Certificate Course in Business provides opportunities through part-time attendance to study the basic principles of modern business. The programme is presented at the level of university undergraduate programmes.

The approach to each subject is analytical with emphasis upon general principles and theory rather than upon the mastery of specific practical techniques. It is believed that the more practical aspects of the course subjects may better be provided by business itself, whereas the theoretical analysis and general principles are more properly the function of university instruction.

Requirements for the Certificate

The Course Programme consists of six subjects in the field of business administration and commerce. Three of these are compulsory, namely: Accounting, Economics and Business Organization. The Certificate programme may then be completed by the selection of three optional subjects from the following group: Business Data Processing, Business Finance, Business Law, Marketing, Personnel, Production, and Statistics. A student may enrol in a maximum of three subjects in any one year. Two in the Winter Session, one in the Summer Session. Thus, it is possible to complete the programme in two years. Students should, however, consider carefully the advisability of registering in only one subject in their first session of attendance.

THE FRANK NICHOLSON BEARD MEMORIAL PRIZE

As a tribute to the late Mr. Frank Beard, an Associate Professor in the Department of Political Economy, who lectured in the Certificate Course in Business for eleven years, and in appreciation of his interest in the students of this course, and of the scholarship he engendered, colleagues, associates, and students have contributed to the establishment of the Frank Nicholson Beard Memorial Prize.

This Prize, of the value of $50, will be awarded to the student in the graduating year who stands First in First Class Honours.

Courses of Instruction

Three Obligatory Courses

Accounting
Economics
Business Organization

Students must complete successfully Accounting and Economics before undertaking an optional subject.

Certificate Course in Business

Three Optional Courses chosen from the list below:

Business Data Processing
Business Finance
Business Law
Marketing
Personnel
Production
Statistics

Division of Classes

When the same subject is offered on two different evenings, the student may *indicate* his preference on his application form. In the event of unbalanced classes the Division of University Extension will be obliged to make allocations to specific evenings.

Description of Subjects

*ACCOUNTING: An introduction to accounting with emphasis on the use and interpretation of accounting data. The preparation, interpretation and analysis of financial statements complete the study of the accounting cycle. Accounting theory is an integral part of the course, and includes asset valuation and income measurement. Other areas of study include forms of business organization — the sole proprietorship, partnership and limited company, and management accounting for control and planning.

Classes will be offered on Monday and Wednesday evenings, First Term. Monday evenings *only*, Second Term

ACCOUNTING A — Mondays
ACCOUNTING B — Wednesdays } 7:15 p.m.

Instructor: G. T. GILBERT, B.COM., C.A.

Text: Meigs, Johnson and Blazouske: *Accounting — The Basis for Business Decisions — Canadian Edition* (McGraw-Hill)

*Students who have had extensive accounting experience may sit a qualifying examination and, if successful, will be exempt from Accounting but will be obliged to undertake six subjects in order to qualify for the Certificate.

ECONOMICS 100: An introductory analysis of contemporary economic institutions and problems: the theory of production and employment; the rôle of money and the banking system; governmental monetary and fiscal policy; price determination and the rôle of competition; foreign exchange rates and international trade and finance; and economic growth.

Certificate Course in Business

ECONOMICS — Wednesdays, 7:30 p.m.

Instructor: To be announced.

Texts: Samuelson, P.A.: *Economics,* Canadian Edition (McGraw-Hill) and accompanying Workbook.

Students who wish to advance more rapidly may enrol in Economics 100 in either the Summer Session (Day) July 6 - August 22, 1970 or in the Summer Evening Session May 19 - August 22, 1970. See Page 41 of this Calendar.

BUSINESS ORGANIZATION: This course reflects the increasing influence of the social sciences on the organizational activities of management. Such traditional topics as planning, organizing, directing and controlling are considered in the light of recent research in group and individual behaviour, together with examples of their application in modern business and industry.

Wednesdays, 7:30 p.m.

Instructors: N. B. CORBETT, B.A.Sc.
W. J. PATTERSON, B.A.

Text: Newman, Summer and Warren: *The Process of Management* (Prentice-Hall Inc., 1964)

BUSINESS DATA PROCESSING: An introduction to information processing systems and their use in modern business enterprises. Stress is laid on the fundamentals of data processing, special technical terminology peculiar to information processing, and the elements of automatic data processing equipment. Special attention is given to the use of information processing systems by business management in performing the management function. Students will have an opportunity to programme a computer and run practical exercises.

Tuesdays, 7:00 p.m.

Instructor: J. E. DOOLEY, B.A.Sc., M.A.Sc., Ph.D.

Text: To be announced.

BUSINESS FINANCE: Financial Management as an integral part of overall management; the central problem of committing and raising capital funds on behalf of an individual enterprise. Emphasis on an underlying

framework of analysis, an understanding of corporate financial behaviour and business practice related to issues of economic and monetary policy and theory. Sources and uses of funds; internal financing and funds flows; capital budgeting, rates of return on investment, allocation of funds among competing uses; external financing and the financial environment are discussed through case study.

Students admitted with advanced standing are advised to complete Accounting before enrolling in Business Finance.

Thursdays, 7:30 p.m.

Instructor: P. E. McQuillan, B.Com., C.A.

Text & Case Book: Hunt, Williams & Donaldson: *Basic Business Finance* (Richard D. Irwin — Third Edition)

BUSINESS LAW: This course is designed to assist businessmen to recognize and to deal with recurring day to day legal aspects of business problems and to build an understanding of those aspects of business problems which normally must be dealt with by their lawyer. The Law of Contract is dealt with fully, and Corporation Law, Securities, Taxation and Business Aspects of Municipal Law and Restrictive Practices are included in the subject matter.

Wednesdays, 7:00 p.m.

Instructor: W. L. S. Trivett, Q.C., B.Com., LL.B.

Text: Smyth and Soberman: *The Law and Business Administration in Canada.* Prentice-Hall of Canada Ltd., Toronto, 2nd Edition, 1968

MARKETING: An introduction to the structure of markets, the structure of marketing institutions, and the processes of marketing management. The course is designed to demonstrate how the analysis of markets affects the conduct of distribution and promotional activities and the development of marketing strategies consonant with marketing predispositions. Topics covered include consumer behavior, market research, product planning, institutional operations, and communications processes.

Mondays, 7:30 p.m.

Instructor: M. S. Sommers, B.Com., M.B.A., D.B.A.

Text: William J. Stanton, *Fundamentals of Marketing,* Second Edition (McGraw-Hill, 1967).

Certificate Course in Business

PERSONNEL: A course designed to assist the student in gaining an appreciation of the philosophy and techniques of modern personnel management and administration.

Course content will include manpower planning and development, performance appraisal, job evaluation and salary administration, labour relations, selection and placement, productivity and morale, employee benefits and services.

Tuesdays, 7:30 p.m.

Instructor: R. C. WHITNEY, M.A.

Text: Megginson, Leon C.: *"Personnel: A Behavioural Approach to Administration"*. (Richard D. Irwin, 1967)

PRODUCTION: An introduction to a systematic study of the organization and management of the industrial firm, centering on the various techniques used in analysing, measuring, and improving the effectiveness of the men, machines, and materials involved.

The content of the course will include: plant organization, product development, plant location and layout, work measurement, work simplification, production planning and control.

Mondays, 7:30 p.m.

Instructor: M. J. ARMSTRONG, B.A.Sc., M.Sc.

Text: Buffa, E. S.: *Modern Production Management* (John Wiley & Sons, Inc.).

*ELEMENTARY STATISTICS: Students who wish to undertake Elementary Statistics as an option should enrol in Political Science 206 in the Faculty of Arts and Science. This course is substantially the same course in Statistics formerly given in the Certificate Course in Business: An introduction to the use of quantitative data in making business decisions under conditions of uncertainty. Both elementary statistical techniques and principles of statistical inference are applied to business problems. Topics include frequency series, index numbers, correlation, and time series, but the emphasis is on probability, sampling, and the making of inferences from sample data. A knowledge of elementary algebra and geometry is necessary.

Tuesdays, 7:30 p.m.

Instructor: MRS. VIRGINIA SAWYER, A.B., M.B.A.

Text: Freund, John E. and Williams, Frank J.: *Elementary Business Statistics: The Modern Approach*. Prentice-Hall Inc., 1964.

*See page 41 of this calendar.

Certificate Course in Public Administration

This is a course in public administration providing instruction in those areas of political and other social sciences that are essential for an understanding of the executive branch of government and its functions. The programme includes basic courses in several social sciences with emphasis on Canadian governments at all levels and their major problem areas.

The course is intended primarily for public administrators of federal, provincial, and municipal governments who hold or may be expected to hold positions of some administrative responsibility and who lack university training in the social sciences. It is not intended as preparation for those planning to enter the public service, or to train specialists in particular aspects of administration. It is being conducted primarily for those with considerable experience in the public service or related areas who have already mastered a specialist activity and who wish to acquire a broader background.

The programme consists of six subjects, four of which, Political Science, Economics, Public Administration, and Social Factors of Administration, are compulsory. Two optional subjects are selected from the following group: Economic Development of Canada, Urban Geography, Intergovernmental Relations and Local Government, and Modern Social and Political Ideas. Students may enrol in not more than two subjects each year. Thus, the programme can be completed in a minimum of three years. Students are expected to complete the programme in not more than seven years. If special circumstances exist, a student may petition for an extension of the time limit.

Enrolment in a subject requires attendance at one two-hour session, 4 to 6 p.m., at the University each week. Students who enrol in two subjects attend classes two evenings a week. Classes begin Monday, September 15 and examinations are written in April.

Courses of Instruction

In the description of subjects that follows, it is pointed out that certain subjects are prerequisites for others. For example, the compulsory subject, Economics, must be undertaken before the optional subject, Economic Development of Canada. Students should take care to select subjects in such a sequence that the prerequisite courses are studied early and so prevent conflicts in the later stages of their programmes.

Compulsory Subjects

POLITICAL SCIENCE: This course is designed as an introduction to the study of politics, undertaken by means of an examination of the salient features of the Canadian political system. Topics will include the nature of politics, basic factors and concepts in politics, the analysis and classi-

fication of political systems, and Canadian government and politics — its constitution, federalism, cabinet and parliament, administrative process, political parties and pressure groups.

Monday

Instructor: Donald H. Gardner, B.A., M.A.

Texts: J. D. B. Miller, *The Nature of Politics*
R. M. Dawson and N. Ward, *The Government of Canada,* University of Toronto Press
R. I. Cheffins, *The Constitutional Process in Canada,* McGraw-Hill

SOCIAL FACTORS OF ADMINISTRATION: The focus will be upon the functions of social forces affecting public administration. Analysis will be made of the social conditions requisite for the development of bureaucracy, the structure and functions of bureaucratic, formal organization, the informal structure within formal organization, the organizational adaptation to the community values and social structure. These major topics will be examined in the light of sociological theories supported by case studies on bureaucracy and industrial work relationships.

Tuesday

Instructor: H. K. Nishio, Ph.D.

Text: Robert K. Merton, *et al, Reader in Bureaucracy.* The Free Press (paperback) 1952

ECONOMICS: This course describes the general operation of the modern market economy or price system. It also outlines the broad range of government policies available to ensure full employment, price stability, and economic growth, and discusses the various combinations of monetary and fiscal policies to meet these objectives.

Thursday

Instructor: A. Rotstein, B.A., Ph.D.

Texts: Samuelson/Scott—*Economics, An Introductory Analysis* (Canadian Edition). McGraw-Hill.
Ian M. Drummond—*The Canadian Economy, Organization and Development,* Irwin 1966 (paperback).

PUBLIC ADMINISTRATION: This course will treat some of the major topics in public administration, including organization, financial administration, personnel, and political and legal controls over the administration. Where possible, examples will be drawn from Canadian

governments at all levels, but material relating to British, American, and European governments will also be used where relevant. As far as possible the theory lying behind administrative institutions will be stressed rather than description.

Prerequisite: Political Science (may be taken concurrently).

Optional Subjects

INTERGOVERNMENTAL RELATIONS AND LOCAL GOVERNMENT: This course will deal with key issues in public finance, education. transportation, public health, and social welfare from the perspective of inter-governmental conflict and co-operation. Beginning with a historical, legal and theoretical survey of federalism and provincial-municipal relations, the course will proceed to examine the interplay among units and levels of government involved in the formulation of public policy, with particular emphasis on economic and political factors. While the main focus of the course will be on the policy areas named above, some consideration will be given to problems of governmental structure, especially in metropolitan and rural areas. Where appropriate, due attention will be paid to developments elsewhere, particularly in the United States and the United Kingdom.

Prerequisites: Economics and Political Science

Wednesday

Instructor: M. BROWNSTONE, M.Sc., Ph.D.

Text: None

MODERN SOCIAL AND POLITICAL IDEAS: This course will examine the major contributions to western political thought since the Renaissance. It will also explore some of the most controversial issues in contemporary political thought.

Prerequisites: Economics and Political Science.

ECONOMIC DEVELOPMENT OF CANADA: This course reviews the historical development of the Canadian economy from the early dependence on staples such as fish, fur, and timber to the modern period where a substantial manufacturing sector has arisen. The growth of the economy is also linked to contemporary political and social developments.

*URBAN GEOGRAPHY: This course is concerned with the origin and development of urban places in North America and Western Europe. The emphasis is on three specific aspects: *(a)* functions of cities and types of towns according to economic activity; *(b)* the layout of cities,

their morphology and the location of economic activity within the urban area; *(c)* the relationship between cities and between the city and the region.

*Students who wish to advance more rapidly may enrol in Geography 224 in the Winter Session 1969-70. Geography 224 is an Introduction to Urban Geography. (No prerequisite).

Wednesday

See page 41 of this Calendar.

It is not feasible to offer every subject every year. Two or three obligatory and one optional subject will be offered each session. Shown below is the proposed program for the next three years. Additional subjects may be offered as circumstances dictate.

Obligatory	1969/70	1970/71	1971/72
Political Science	X	X	
Social Factors of Administration	X		X
Economics	X	X	X
Public Administration		X	X
Optional			
Intergovernmental Relations and Local Government	X		
Modern Social and Political Ideas		X	
Economic Development of Canada			
Urban Geography	*X		X

*As a Special Student Faculty of Arts & Science Winter Session. See page 41 of this Calendar.

Classes will be held in Sidney Smith Hall, corner of Willcocks and St. George Sts., from 4 p.m. to 6 p.m.

Certificate Course in Criminology

This is an evening course which is designed to deepen the knowledge and understanding of criminology in its various aspects. It proposes to examine by the seminar method of instruction some of the basic problems in the study of crime, the administration of criminal justice, and the treatment of offenders.

The course is intended primarily for those with considerable experience in the public service or related areas who have already mastered a specialist activity and who wish to acquire a broader knowledge of and a deeper insight into their own field and other aspects of criminology. It envisages participation by legislators who enact criminal laws, police officers with responsibility for enforcing the criminal law, forensic scientists, lawyers who engage in trials to determine criminal liability, judges who sit as adjudicators in criminal trials, social workers and correctional staff who, whether as probation officers, institutional staff, or parole and after-care supervisors, seek to return offenders to normal life as law-abiding citizens, as well as lay members of boards of correctional agencies, clergy, and chaplains to penal institutions.

A Certificate in Criminology will be awarded on successful completion of six subjects to be composed of three compulsory subjects and three optional subjects. Students may enrol in not more than two subjects each year. Thus the programme can be completed in a minimum of three years. Students are expected to complete the programme in not more than seven years. If special circumstances exist, a student may petition for an extension of the time limit.

The composition of classes will in part be dictated by the desire to ensure that the students represent a cross-section of the various philosophies normally identified with law enforcement, criminology, adjudication, and the correctional services.

Enrolment in a subject requires attendance at one two-hour session at the University each week. Classes begin Monday, September 15 and examinations are written in April.

Courses of Instruction

In the description of subjects that follows, it is pointed out that certain subjects are prerequisites for others. For example, Elements of Criminal Law and Procedure must be undertaken before Law Enforcement and Crime Prevention. Students should take care to select subjects in such a sequence that the prerequisite courses are studied early and so prevent conflicts in the later stages of their programs.

Certificate Course in Criminology

Compulsory Subjects

THEORY AND METHODS OF CRIMINOLOGY: Our understanding of crime rests on a number of assumptions about human behaviour in a social environment. The primary task of criminology is to examine these assumptions on the basis of theoretical models and to provide methods of enquiry to gain knowledge for the development of criminal policies.. Core subjects will be psychological, social and legal theories of crime; criminal statistics; stages of the criminal process; methods of measuring crime and evaluating results of interventions.

Tuesday

Instructor: J. W. MOHR, M.S.W., Ph.D.

Texts: Wolfgang, M., Savitz, L., Johnston, N.: *The Sociology of Crime and Delinquency*. Wiley, 1967.
Clinard, M. B., Quinney, R.: *Criminal Behaviour Systems*. Holt, Rinehart and Winston, 1967.

THEORY AND METHODS OF CORRECTION: A consideration of the historical development of penal methods; the foundation of the Canadian penal system. The structure and organization of institutional and non-institutional correctional services. An examination of the prison community, including officers and inmates, training, treatment and discipline. Community approaches to the prevention and control of crime: probation and parole as a relationship between offender and supervisor. An evaluation of correctional methods.

Certificate Course in Criminology

ELEMENTS OF CRIMINAL LAW AND PROCEDURE: This course is an academic approach to criminal law and criminal procedure. It is not intended to be a practical course in law enforcement.

After a discussion of the philosophies of punishment, and an examination of the present state of judicial sentencing, the students examine the peripheral areas of criminal law. What types of behaviour which offended against the community's accepted code of morals should be incorporated in the Canadian Criminal Code? (These forms of behaviour include abortion, homosexuality, drug and alcohol addiction, gambling, prostitution and speculation in stocks and bonds).

The students are encouraged to consider not only the forms of behaviour which should be subpect to penalty under the criminal law but also the efficacy of the penalties in the light of chances of detection and the deterrent effects of the punishments imposed.

The course also examines the concept of criminal responsibility (and its physical and mental components of *actus reus* and *mens rea*). After an exhaustive study of intention, recklessness and negligence as bases of criminal responsibility, the exceptions to liability are discussed. These include the defences of mistake, mental incapacity, intoxication, provocation, self-defence, compulsion and infancy.

The substantive crimes, such as homicide, theft, rape etc., are studied in the process of looking at the component parts of crime.

Finally, the students examine the problems of criminal procedure including judicial administration, the adversary system, the elements of the law of evidence (particularly in relation to hearsay evidence, expert evidence, confessions, and the *voir dire*). The course concludes with the problems of search, seizure, arrest, entrapment and laws relating to illegally obtained evidence and the use of *agents provocateurs*).

Thursday

Instructor: G. E. PARKER, LL.B., LL.M.

Texts: All students should have a copy of the 1955 Martin's Criminal Code and, if possible, the current (1969) supplement.

Optional Subjects

LAW ENFORCEMENT AND CRIME PREVENTION: Arrest, search, and seizure in the investigation of crime, including the interrogation of suspects, the examination of documents and the preservation of evidence. The rules of evidence as they affect law enforcement; modern problems such as wiretapping and electronic devices. Police organization control and

training, and the relationship between the police and the courts, the public and the accused. The machinery of law enforcement.

Prerequisite: Elements of Criminal Law and Procedure

Thursday

Instructor: To be announced.

Text: To be announced.

MENTAL ABNORMALITY AND THE TREATMENT OF OFFENDERS: A critical assessment of concepts of mental abnormality, both clinical and statistical. A history of the development of psychiatric classification and its impression on the law. A historical review of the legal aspects of mental abnormality with special reference to the McNaughten rules and concepts of diminished responsibility. An analysis of the effectiveness of treatment in our own and other societies with reference to special groups of offenders; a discussion of future possibilities. The application of scientific method to problems of diagnosis, prediction and treatment. The necessity of social defence and the obligation to treat and cure.

Prerequisite: Theory and Methods of Criminology
or
Theory and Methods of Correction

Monday

Instructor: M. EVESON, B.A., M.A.

Text: None.

DEVIANTS AND THE SOCIOLOGY OF CRIME: This course deals with crime as a special form of social deviance. Attention will be given to the development of sociological and socio-psychological theories of criminal behaviour, the relationship between crime and the social structure, and the type of delinquent and criminal offenders. Among the types of criminal and delinquent behaviour that will be examined are: homicide, assaults, white collar crime, theft, robbery, drug addiction, and juvenile delinquency.

Prerequisite: Theory and Methods of Criminology
or
Theory and Methods of Correction

Certificate Course in Criminology

ASPECTS OF FORENSIC SCIENCE: A brief summary of the history and development of forensic science; the theory and basics of various specialties such as medicine, chemistry, toxicology, etc.; the rôle of the expert and his evidence in the administration of justice; problems associated with development and interpretation of scientific evidence.

This course is designed primarily to provide an appreciation of the significance of physical evidence.

"JUVENILE DELINQUENCY":

1. NATURE AND EXTENT OF JUVENILE DELINQUENCY. In this course delinquency will be considered as a viable concept approached from a number of directions. The contributions of law, sociology, psychology, psychiatry, education, and other relevant disciplines will be called upon to describe and define what is meant by delinquency. There will be discussion of delinquency as statistically recorded in various ways. Attention will also be paid to unrecorded or hidden delinquency. Experiments to measure the extent and seriousness of the problem, as outlined by such persons as the Gluecks, Sellin, Wolfgang and others, will be studied. Shoham's 'theory of stigmatization' will be applied and debated and matched against Reckless' 'containment' or 'good boy' theory.

2. THE PROBLEM OF CAUSATION IN THE EXPLANATION OF DELINQUENCY. A review of the literature in the area of etiology will occupy a substantial block of time with a balanced treatment of containment, subculture, opportunity, multiple factor, and other theories. Such writers and researchers as Matza, Ohlin, Shoham, Wolfgang, Sellin, Tarde, Sutherland, Cressey, Glueck, Reckless, Cohan, and Wheeler, will be summarized and discussed. An attempt will be made to transpose these hypotheses into day-by-day usefulness. Theories will always have to bend to practical considerations keeping in mind the professional interest of students taking this course. Actual legal, clinical and probation records will be used to illustrate the various areas of the problem. Such relevant topics as culpability and children; variances of approach as between the clinical and legal points-of-view; the problem of punishment; delinquency and violence; and other topics will be dealt with.

3. THE JUVENILE COURT AND THE LAW. This course will study the Juvenile Court, both in terms of the statutes that it administers and its method of operation.

   The course will include a serious consideration of courts and boards exercising jurisdiction over delinquent children in a number of

countries. Such up-to-date trends as those let loose by re. Gault in the United States; by the Kilbrandon Report in Scotland; and by the White Paper in England; will be presented and discussed. Consideration will be given to variations of the Juvenile Court structure as now exist in practice in various places. Attention will also be paid to the non-judicial approach of the Child Welfare Boards of Scandinavian countries. In general, comparison will be made of the methods and approaches of a number of countries with which the lecturer has had personal contact. These court tribunals or boards will be seen as a special form of justice focused upon the unique problems presented by the behaviour of children.

Areas discussed will include the various steps in the process from the point of community concern and complaint, through police investigation, the court hearing, and the subsequent disposition. The rôle of the various persons and agencies involved in the process will be discussed; this will include the police, probation, social workers, legal aid, etc. The apparent conflict between the rights and needs of children will be debated.

4. TREATMENT. This section of the course will include a substantial discussion of the contributions of other disciplines in assisting the Juvenile Court judge to write the prescription for delinquency when the case becomes a court problem. Individual cases will be studied and followed-up from the point of court appearance, diagnosis and the treatment. Such topics as the use of foster homes; group homes; centres for emotionally disturbed children; social agencies such as Big Brothers, Big Sisters and Family Services; will be studied. The rôle of Children's Aid Societies as the agencies responsible in the field of child neglect will be considered in the light of the problem of delinquency.

   Various techniques of treatment, such as group therapy in its various aspects, as well as the individual casework approach as seen in probation, and the institutional approach as seen in the Training School programmes will be dealt with.

5. PREVENTION. Description will be given of current programmes in effect in various places, aimed at solving the problem of delinquency while attacking it at its source. Citizen and parent power will be discussed in terms of community action to provide children with constructive and responsible opportunities. From the point-of-view of Criminology delinquency control will be viewed in terms of crime prevention.

Certificate Course in Criminology

Tuesday

Instructor: His Honour Judge V. Lorne Stewart, B.A., M.A., A.M.

Text: Wolfgang, M., Saritz, L., Johnston, N.: *The Sociology of Crime and Delinquency,* Wiley, 1967.

ADDICTION AND CRIME. The course will commence with a brief outline of the historical development of the social sciences and will then go on to compare some of the main contemporary theoretical viewpoints (for example, psychoanalytic, ethological, behaviouristic, neo-behaviouristic, physiological, contingency-control). Consideration will then be given to the scientific methodologies which are related to these various theoretical positions. Particular emphasis will be placed upon theoretical and technical advances which have recently been made within the area of operant conditioning. Next, an attempt will be made to show how different theories account for the development of excessive drinking, drug-taking, and criminal behavior, and how empirical knowledge can be applied in treatment situations.

Later in the course consideration will be given to the way in which culture affects drinking, drug-taking, and crime, and with the way in which the law operates to control these behaviours. Special consideration will be given to such topics as the effects of marijuana on behaviour, the "revolving door" problem of the chronic drunkenness offender, and the use of hallucinogenic drugs in the educational system. The existing legislation respecting drunkenness and drug-abuse will be explored and an attempt will be made to assess its effectiveness.

In general, it is intended that the course provide a detailed account of what is known about the prediction and control of human behavior and that there be discussion of the extent to which it is possible (and desirable) to apply knowledge of basic principles and empirical evidence to specific social problems.

Wednesday

Instructor: C. D. Webster, M.A., Ph.D.

Text: None.

It is not feasible to present every subject every year. Shown below is the proposed program for the next three years. Additional subjects may be added as circumstances dictate.

Certificate Course in Criminology

Obligatory	1969-70	1970-71	1971-72
Theory and Methods of Criminology	X	X	
Theory and Methods of Correction		X	X
Elements of Criminal Law and Procedure	X		X
Optional			
Law Enforcement and Crime Prevention	X		X
Mental Abnormality and the Treatment of Offenders	X		
Deviants and the Sociology of Crime		X	
Aspects of Forensic Science		X	
Juvenile Delinquency	X	X	
Addiction and Crime	X	X	*

*Plus additional optional courses. These will be announced in next year's Calendar.

CENTRE OF CRIMINOLOGY LIBRARY

Student Borrowing Rules 1969-70

The facilities of the library are available to students and faculty and to all interested persons engaged in any area of the correctional process or the administration of justice.

HOURS:	Monday - Thursday, 9:00 a.m. - 10:00 p.m. Friday, 9:00 a.m. - 5:15 p.m.
RESERVE BOOKS:	Overnight, 3:00 p.m. - 10:00 a.m.
BOOKS:	2 Weeks.
BOUND SERIALS:	2 Weeks for last five years of serial; older volumes used in library only.
UNBOUND SERIALS OTHER THAN LATEST ISSUE:	1 Week.
LATEST ISSUE:	Overnight (no renewal).
REFERENCE COLLECTION:	For use in the library only.
SUMMER:	1 Month (1 renewal).

The library entrance is through the librarian's office.

Certificate Course in Criminology

Classes Classes will be held in the Seminar Room of The Centre of Criminology, 607-609 Spadina Avenue, and in New College, Huron & Willcocks Streets, from 7:30 to 9:30 p.m.

CENTRE OF CRIMINOLOGY, UNIVERSITY OF TORONTO

Creation and Objectives The Centre of Criminology was established within the University of Toronto on July 1, 1963. The objectives of the Centre are as follows:

(1) The development of the most effective approach to the study of crime in Canadian society, its causes and its prevention, and the treatment of offenders, by way of collaborative efforts involving persons trained in the disciplines of law, psychiatry, psychology, sociology, penology and social work;

(2) The study and investigation of problems directly concerned with the administration of criminal justice, the operation of the Criminal Code and of provincial legislation in the field of criminal law, the efficacy of existing sentencing practices and penal sanctions and of old and new methods of dealing with offenders in federal and provincial penal institutions;

(3) The provision of graduate teaching courses and the supervision of research studies by graduate students in the general field of crime and corrections;

(4) The organization of teaching courses in some aspects of criminology at the undergraduate level for students who may have in mind a career in the penitentiary, probation, parole or after-care services, in the police forces or in the pertinent departments of government concerned with crime and corrections;

(5) The organization of series of lectures, and periodical seminars and conferences of short duration, with the aim of providing opportunities for the exchange of ideas and information between members of the Centre of Criminology and persons outside the University who by reason of their qualifications and practical experience can contribute much to the effective functioning of the Centre, at the same time, refreshing their training and bringing themselves up-to-date on national and international developments in the field of criminology;

(6) The building up of a comprehensive library devoted to criminology in all its aspects. The resources of such a library will be made available to interested persons outside the University who are engaged in any area of the correctional process or in the administration of criminal justice.

Certificate Course in Public Health Nursing

The Public Health Certificate Course is housed at Falconer Hall Annex, 47 Queen's Park Crescent, Toronto 181. Information is obtainable from the Applications Secretary, Telephone 928-8600.

This course is designed to provide a general background to the study of public health nursing and enables graduate nurses after one full year of study to qualify for practice in the field.

Admission and Registration

Full details of the University of Toronto undergraduate admissions are contained in the Undergraduate Admission Circular 1969-70 obtainable on request from the Office of Admissions, University of Toronto, Toronto 181.

ADMISSION TO THE PUBLIC HEALTH NURSING CERTIFICATE PROGRAMME.

(a) *Ontario Grade 13 Requirements.* Candidates for admission in the fall of 1969 will be required to offer standing in at least four Grade 13 subjects comprising at least seven credits. The specific subject requirements are: English or History; and two optional subjects to bring the total number of credits to seven. An average of 60% is required. Credits must be chosen from the Grade 13 subjects approved for purposes of admission to the University.

(b) *General Ontario Grade 12 Prescription.* For Ontario Grade 13 candidates it is recommended that they have Grade 12 standing in at least six subjects (excluding Physical Education). The subjects chosen should include at least five of the following subjects and at least one subject from each of the four groups:

(i) English

(ii) French; German; Greek; Italian; Latin; Russian; Spanish

(iii) Geography (Parts 1 and 2); History (Parts 1 and 2)

(iv) Mathematics (Parts 1 and 2); Science (Physics and Chemistry)

(c) *Notice to Candidates Offering Certificates Other Than Ontario Grade 13.* See page 38.

Certificate Course in Public Health Nursing

Supporting Documents

Supporting documents include all final secondary school certificates held. These certificates must indicate the subjects studied and grades obtained.

Candidates are required to submit a transcript of their professional training. If a certificate is not available at the time of application, candidates must indicate the exact name of the certificate to be presented for admission and the subjects included therein, as well as the approximate date available. A notarized English translation must accompany certificates which are in a language other than English or French.

A candidate for admission to the Public Health Certificate course should apply to the Applications Secretary, Falconer Hall Annex, 47 Queen's Park Crescent, Toronto 181 for forms of application for admission. Application form and supporting documents should be submitted as soon as possible and not later than *June 1* to the Public Health Applications Secretary at the address listed above. Normally only Registered Nurses or those eligible for registration are accepted.

Early Admission

Only current Ontario Grade 13 students are considered for Early Admission.

Ontario Grade 13 students wishing to avail themselves of the Early Admission procedures, which will provide notification of Early Admission after May 15, must ensure that their applications are forwarded by their schools by March 1.

General Information for Applicants

When possible, personal interviews are advised for all applicants. An appointment for an interview at the School can be arranged through the Applications Secretary, 47 Queen's Park Cres., Toronto 181, telephone 928-8600.

Each candidate for admission will be informed of the University's decision as early as possible and should await acceptance before leaving for Toronto.

Applicants must send to the School before August 15:

1. A report on the form provided to testify to the general good health of the candidate.
2. A report on the form provided of immunization against smallpox, typhoid fever, tetanus, diphtheria, and poliomyelitis.

Detailed instructions concerning Registration and Health Requirements will be mailed to newly admitted students before the beginning of each year.

Certificate Course in Public Health Nursing

Every person admitted to the University as an undergraduate must, at the time of her first medical examination by the University Health Service, present satisfactory evidence of successful vaccination within three years prior to the date of examination, or must be vaccinated by the examining physician.

Procedure for Withdrawals or Transfers

Students may change their programme, provided the change is in accordance with the normal Calendar prescription, after registration and until October 15, following appropriate consultation and with the permission of the Programme Supervisor. Between October 15 and November 15, students may petition for such changes, on the understanding that approval is not automatic. Changes requested after November 15 will be refused.

Students who wish to withdraw or transfer should consult with the Programme Supervisor.

Requirements for Certificate

1. To receive credit in a subject a candidate must obtain 50% of the aggregate of the term and examination marks or 50% of the aggregate of all required term work if no examination is required. Candidates must obtain a pass mark in each section of each subject.

2. When a candidate, at the time of final annual grading, obtains an overall average of 60% of the marks assigned to the subjects in that year, 40% may be accepted in one subject. The standing assigned to such a subject would be B.L. (Below the Line). An exception to the above policy applies to nursing subjects in which 50% must be obtained.

3. The following are the percentages corresponding to standing in subjects:

80% - 100%	—	I
70% - 79%	—	II
60% - 69%	—	III
50% - 59%	—	Pass
40% - 49%	—	a B.L. standing may be granted as outlined in section 2 above.

4. To qualify for standing, a candidate must obtain credit (as defined in Sections 1 and 2) in all or all but one of the subjects of the year. Standing in each year will be determined when all subject requirements are fulfilled.

5. A successful candidate will be awarded standing in the year as defined in Section 3 above.

6. A student who has failed to obtain standing at the annual examinations and who is repeating the year, must repeat the term work in each subject unless she be exempted from part or all of such term work by the Council on the recommendation of the School and Departments concerned.

7. All prescribed term work shall be completed by the dates specified.

   NOTE: *A student whose attendance at lectures or laboratories, including field work, or whose work is deemed by the Council of the School to be unsatisfactory may have her registration cancelled at any time by the Council of the School.*

8. Students are required to attend the courses of instruction and the examinations in all subjects prescribed.

9. No candidate will be admitted to examination unless the Director of the School certifies that she has complied with all the requirements of the School affecting admission to such examination.

10. No candidate in a subject involving laboratory work will be admitted to examination or granted standing if the Department in which the work is carried on reports that she has neglected or failed in such work.

11. Petitions for consideration with regard to annual examinations must be filed with the Secretary of the School on or before the last day of the examinations. This petition shall include supporting evidence of illness or description of other exigencies which prevented the candidate's attendance at, or interfered with her ability to write the examination. Students may be permitted to write at the next examination period if the evidence submitted warrants such consideration. Aegrotat standing is seldom granted.

12. Candidates must submit a completed form of application for examinations by November 30. After this date an additional fee of $1 must be paid. The form is secured from and returned to, the Business Office, 47 Queen's Park Crescent, Toronto 181.

Supplemental Examinations

These examinations are open to:

(1) candidates who obtained standing (see Section 4) at the annual examinations but who were conditioned in one subject, and

(2) candidates who were prevented by sickness or domestic affliction or other causes from attending the annual examinations and who were granted permission by the Council to write in August.

Certificate Course in Public Health Nursing

Candidates must submit a completed form of application for supplemental examinations to the Applications Secretary by July 15.

Candidates may write supplemental examinations at one of the following Outside Centres if application for this privilege is made on or before July 15.

Vancouver	Kirkland Lake
Whitehorse	Windsor
Edmonton	London
Calgary	Kingston
Saskatoon	Ottawa
Regina	Montreal
Winnipeg	Quebec
Kenora	Fredericton
Port Arthur	Halifax
Sault Ste. Marie	Charlottetown
Kapuskasing	St. John's (Newfoundland)
North Bay	London (England)

Candidates for the August examinations at outside centres must notify the Applications Secretary on or before August 1 if they do not wish to write one or more of the subjects for which they applied; otherwise the fee will be forfeited.

In supplemental examinations, the pass mark in each subject will be the same as for the regular examinations in that subject. When a student fails in a subject of the final examinations and fails also in the supplemental examination in that subject, she will not be allowed to write a second supplemental examination without repeating the work of this subject during a regular session at the school.

A candidate who lacks standing in one subject at the annual examinations is required to clear this condition by writing a supplemental examination in August of the same year. A candidate who is prevented by illness or other unavoidable exigencies from attending the August examination, may petition the Council for permission to write at the following spring examinations.

Required Subjects

Education 100
Medical Microbiology 110
Public Health 110
Nursing 120
Nursing 121
Nursing 122

Field Work—a five-week period of field practice

Certificate Course in Public Health Nursing

Courses of Instruction

EDUCATION 100. A study of the principles of learning and teaching, and methods, techniques and resources with special reference to health teaching as carried out by public health nurses in individual and family health counselling, in group educational activities, and in community programmes.

Three hours a week.

Instructor: MARGARET CAHOON, B.A., M.Ed., Ph.D.

MEDICAL MICROBIOLOGY 110. The course will be concerned with the causation, transmission and prevention of the common communicable diseases met within public health practice. The demonstrations will provide an opportunity to study the biological properties of causal agents and to learn of the diagnostic techniques used in public health and hospital laboratories. (Course No. 1183, School of Hygiene Calendar.)

Two hours a week, Fall term.

Instructor: H. MOGHADAM, M.D., M.P.H.

PUBLIC HEALTH 110. The organization of health services to meet community needs, with special reference to trends and developments in a changing society. Emphasis is placed on the epidemiological approach to such public health concerns as chronic disease, health care of the elderly, accidents, pollution of the environment, and the control of these through co-ordinated community action. (Course No. 1486, School of Hygiene Calendar.)

Two hours a week, Spring term.

Instructor: R. G. PAKULA, M.Sc., Ph.D.

PUBLIC HEALTH NURSING 120. A study of public health nursing as an integral part of community health work; its background, principles, philosophy and practice. In addition, consideration will be given to social problems and the emergence of the social services.

Four hours a week.

Instructors: MURIEL E. SMALL, B.N., M.A.
KATHLEEN GOW, M.S.W.

NURSING 121. A study of the normal growth and development of the family throughout their life cycle, with emphasis on selected developmental phases and family problems of particular significance to public health nurses. Four hours a week. In addition, a series of lectures will be given in the following areas: mental health, nutrition and oral hygiene.

Two hours a week, first term.

Instructor: BEVERLEY MITCHELL, B.Sc.N., M.P.H.

Certificate Course in Public Health Nursing

122. Selected learning experience designed to co-ordinate and supplement the theory of Public Health Nursing and community health.

Two hours a week.

Instructor: MURIEL E. SMALL, B.N., M.A.

Bursaries, Scholarships and Loans

ONTARIO STUDENT AWARDS PROGRAMME. All students who are residents of Ontario and who satisfy the admission requirements of a Canadian university or an eligible post-secondary institution in Ontario may apply for an award under this Programme. To receive an award a student must establish a need for assistance and enrol in an eligible institution in a course other than Divinity in the year of award. An award under this Programme will be made to the extent of established need in a combination of a non-repayable grant and a Canadian Student Loan. Application forms are available at secondary schools and all post-secondary eligible institutions.

CANADA STUDENT LOANS PLAN. Full details of this Plan are available in a brochure issued by the Government of Canada which may be obtained at all eligible post-secondary institutions and secondary schools in Ontario. Students not eligible under the Ontario Student Awards Program may apply for a Canada Student Loan provided they are attending an institution in Canada or abroad which has been designated as eligible for Canada Student Loans only. The application form for the Ontario Student Awards Program is also used for the Canada Student Loans Plan.

ST. ELIZABETH VISITING NURSING ASSOCIATION BURSARIES. Employment commitment. Value: $1,500. Apply to the Executive Director, 22 Davisville Avenue, Toronto 7.

VICTORIAN ORDER OF NURSES BURSARIES. Employment commitment. Value: $1,800, National Bursaries; $1,000 if awarded by Metropolitan Toronto Branch; $1,500 if awarded by Hamilton Branch.

Apply to:

(i) **National:** Director, Victorian Order of Nurses for Canada, 5 Blackburn Avenue, Ottawa 2.

(ii) **Toronto:** Director, Metropolitan Toronto Branch, 281 Sherbourne Street, Toronto 2.

(iii) **Hamilton:** Director, Hamilton-Dundas Branch, 29 Augusta Street, Hamilton.

Certificate Course in Public Health Nursing

THE PATIENCE A. CROSSLEY BURSARY. Value: $400. Applicant must be a graduate of the School of Nursing, Owen Sound General and Marine Hospital; or a graduate who has served a minimum of six months as a staff nurse in a hospital located in the counties of Grey or Bruce; or a student whose home is in Grey or Bruce county. Apply, by May 15, to the Secretary School of Nursing.

Loans

W. K. KELLOGG LOAN FUND. For full-time students in Degree and Certificate Courses. Apply to the Secretary, School of Nursing.

REGISTERED NURSES' ASSOCIATION OF ONTARIO LOANS. For members of the R.N.A.O. only. Apply, by September 1, to the Executive Director, R.N.A.O., 33 Price Street, Toronto 5.

General Regulations for All Certificate Courses

Certificates Other Than Ontario Grade 13

The following certificates are usually accepted as equivalent to Ontario Grade 13, although individual subjects cannot always be equated. Candidates offering Senior Matriculation programmes from provinces other than Ontario must offer a full programme from their final secondary school year and satisfy the subject requirements specified for the course of their choice. Specific details on subjects and standards required for the course must be requested well in advance of the application deadline.

Canada:

Alberta, Manitoba, Nova Scotia, Saskatchewan—Grade 12
British Columbia, New Brunswick—Grade 13
Newfoundland—First Year Memorial University
Prince Edward Island—First Year University course at Prince of Wales College
Quebec—Senior High School Leaving Certificate; English Catholic Senior High School Leaving Certificate (5th Year High—Grade 12). Other certificates will be considered.

England, West Indies, East and West Africa:

(i) General Certificates of Education showing either
(a) Passes in five subjects of which at least two must be passed at advanced level; or
(b) Passes in four subjects of which at least three must be passed at advanced level

or

(ii) School and Higher School Certificates which are equated to the General Certificate of Education as follows, and accepted on that basis:

Credits on the School Certificate are accepted as ordinary level pases on the General Certificate of Education; subsidiary passes on the Higher School Certificate as ordinary level passes on the General Certificate of Education; and principal or main subject passes on the Higher School Certificate as advanced level passes on the General Certificate of Education.

Hong Kong:

(i) General Certificate of Education or School and Higher School Certificates as stated above; or
(ii) University of Hong Kong Matriculation Certificate, accepted on the same basis as General Certificate of Education.
(iii) Hong Kong English School Certificate from 1965.

NOTE: The above certificate issued in 1964 or earlier is not acceptable.

United States of America:

First Year university standing (a minimum of 30 semester hours) in required subjects from accredited institutions of higher learning. A United States high school graduation diploma will not normally admit a candidate to any course. Advanced Placement work will, however, be considered.

Candidates seeking admission on the basis of certificates which are in a language other than English must submit photostatic copies of their certificates, rather than the original copies. Notarized English translations of the certificates must accompany the photostatic copies. When the certificates do not indicate the subjects studied and the grades secured in the individual subjects in the final year, candidates are required to submit certified statements from authorized officials of the institutions attended, or submit statutory declarations giving the required information.

A student who has previously attended a University must submit the following:

(i) Official transcripts issued by the University or College previously attended, giving in detail the courses completed, with the standing and grades in each. Transcripts or a supporting letter from the Registrar of the University or College must indicate that the candidate has been granted honourable dismissal and is eligible for re-admission to the institution concerned in the session for which he seeks admission to the University of Toronto;

(ii) Official statements or calendars giving full information on the content of the University courses covered by the transcripts submitted.

Term Work and Examinations

Reports on term work of every student will be made in all subjects.

The marks for term work in a subject will be determined in the manner considered most suitable by the Department concerned.

In all subjects the ratio of term marks to examination marks will be either as ⅓ to ⅔ or as 50 to 50, the decision to be made by the Department concerned.

A candidate will not be admitted to examination unless all fees due have been paid.

In cases of unsatisfactory work of a very serious nature, it may be recommended to the Senate Committee on Admissions that a student shall be debarred from the University.

General Regulations for All Certificate Courses

Except in very exceptional circumstances, a student will be refused re-admission to the university if he has on two occasions failed to secure the right to advance to a higher year in a programme.

A student may be suspended for unsatisfactory work for a given period of time. Upon satisfying the conditions of the suspension the student shall be entitled to re-enrolment.

Any student who withdraws after February 15, or who does not withdraw, but does not write the annual examinations, will be regarded for the purposes of these regulations as having failed the year.

Candidates with one previous failure in university work may be considered under special circumstances; candidates with two previous failures are normally refused admission.

Appeals A student wishing to appeal to the Senate against a decision of a Faculty Council should consult the Secretary of the Division of University Extension, about the preparation and submission of a petition to the Secretary of the Senate.

Time Tables Time Tables will be issued for all courses.

Other Programmes of the Division of University Extension

84 Queen's Park, Toronto 181

In addition to the Certificate Courses, the Division of University Extension offers many other courses and services. Readers of this calendar are invited to ask about:

(1) a. *GENERAL ARTS COURSE, Extension, leading to the degree of Bachelor of Arts.

b. GENERAL SCIENCE COURSE, Extension, leading to the degree of Bachelor of Science.

c. DEGREE COURSE FOR GRADUATES OF DIPLOMA SCHOOL IN NURSING, leading to the degree of Bachelor of Science in Nursing.

d. FIRST YEAR OF ENGINEERING (Division A)

e. DIPLOMA IN TRANSLATION (French - English - French)

For further information write or telephone to:

The Division of University Extension
84 Queen's Park
Toronto 181, Ontario
928-2405

*SPECIAL STUDENTS. An applicant applying for admission as a Special Student and who has not previously registered in the Division of University Extension, must submit a Special Student application form with the required documents as shown on pages 7 and 8.

A special student from another Ontario University must substitute for the above certificates, a letter from the authorities of his own university approving his enrolment in this course.

Non-Degree Courses

Non-degree courses in *Business, Engineering, Nursing* and *Special Programmes* are offered on the St. George, Scarborough and Erindale campuses and at certain suburban centres. Many of the courses are at a post-degree level; and some are offered at the places of business for major corporations and institutions.

Co-ordinated Programmes in Business are shown below.

Correspondence Courses in business subjects, social sciences and the liberal arts are given in co-operation with national organizations. These

programmes of systematic study lead to designations granted by the various national organizations and institutes, but are available also to individual applicants.

Course for the Preparation of Teachers in Pre-School Education. A three-part course leading to certification by the Nursery Education Association of Ontario, after a year in the field.

English Language Summer School: for students in Canadian universities. The courses are for students whose first language is not English. Applicants must be in attendance at a university or accepted by a Canadian university.

Pre-University Courses in English, Chemistry and Mathematics are offered regularly throughout the year.

St. Pierre et Miquelon Summer School of French: courses in oral French, French literature, drama and art are given in two four-week sessions, the first in July and the second in August.

Co-ordinated Programmes

INDUSTRIAL MARKETING. Today, if corporations aim to outlive the markets on which they were founded, a marketing orientation must replace the older production and finance and sales orientations in the business planning process. There is substantial need and opportunity, particularly in industry, for men and women who are skilled in finding the new products and services, new roles, new customers, and new markets which are vital to the preservation and growth of dynamic, competitive, profitable organizations.

The Industrial Marketing Programme has been designed to provide a firm theoretical and practical base for individuals who choose to increase their professional knowledge and competence in the marketing function in general and in industrial marketing in particular. Registrants must be capable of handling work at the university undergraduate level to profit from the course.

A certificate of achievement will be awarded by the INDUSTRIAL MARKETERS OF TORONTO.

OPERATIONAL RESEARCH. This programme is designed to provide a familiarity with the variety of techniques used by practitioners in the field of operational research. It will give students an adequate background for advanced specialist studies and will give persons in supervisory and management positions a working appreciation of techniques used in daily applications of operational research. The level of the courses is that of advanced undergraduate and graduate university instruction. In

recognition of the level of achievement, those successfully completing the programme will be granted a certificate by the CANADIAN OPERATIONAL RESEARCH SOCIETY.

MANPOWER DEVELOPMENT. The Manpower Development Certificate Programme is a co-ordinated programme of courses designed to help people in organizations understand and develop the training function. It is intended for those directly involved in the task of planning and organizing employee training and manpower development.

The programme is for students who are capable of taking courses at the university undergraduate level.

A certificate of achievement will be awarded by the ONTARIO SOCIETY FOR TRAINING AND DEVELOPMENT.

PERSONNEL - INDUSTRIAL RELATIONS. This programme is designed to provide basic training in the fundamentals of personnel and industrial relations for practitioners in this field who wish to improve their qualifications and competence. There will be an emphasis throughout the programme on the analysis and application of industrial relations and personnel principles to practical problems.

The programme has been designed for students who are capable of taking courses given at the university undergraduate level.

Upon successful completion of the required programme, a certificate of achievement will be awarded by the PERSONNEL ASSOCIATION OF TORONTO or in the case of public servants, by the PUBLIC PERSONNEL ASSOCIATION.

FELLOWS' PROGRAMME IN BANKING. The Fellows' Programme in Banking is a co-ordinated programme of ten courses designed specifically for staff members of Canadian chartered banks. Its purpose is to provide formal education for men and women who wish to prepare themselves for responsible positions in banking.

This programme is for students who are capable of taking courses at the university undergraduate level.

A certificate of achievement will be awarded by the INSTITUTE OF CANADIAN BANKERS.

Special Programmes for Associations

Special Programmes for Associations

Four additional programmes are conducted by the Division of University Extension for outside organizations. These lead to recognized professional designations. Further details of each programme are available from the appropriate organization as indicated below.

CERTIFICATE COURSE IN OFFICE ADMINISTRATION. Office management, as a function, is concerned with the efficient performance of office work. The office manager must, therefore, have a wide knowledge of business, covering methods and procedures, personnel administration, accounting and statistics, production and marketing, organization, economics, and a general familiarity with all clerical work.

Recognizing the value of qualified personnel to act in a supervisory capacity, The Division of University Extension, in co-operation with the ADMINISTRATIVE MANAGEMENT SOCIETY has arranged for an evening course in office administration. This course is a combination of business principles and applications and is designed for mature men and women in business, industry, and the Civil Service who wish to prepare themselves for the position of Office Administrator.

To obtain the AMS Certificate, the student must first complete the three-year Certificate Course in Business offered by the Division of University Extention. Graduates of this course or holders of a B.Com.

degree may register for specified Office Management subjects and, upon successful completion, receive the AMS Certificate. The student is then entitled to apply for membership in the affiliated organization, Associated Office Administrators of Ontario. Applicants will be asked to include evidence of appropriate experience in the practice of office management. Admission to membership in this association entitles the graduates of the four-year course to use the designation C.O.A. (Certified Office Administrator).

THE CANADIAN INDUSTRIAL MANAGEMENT ASSOCIATION is chartered in the Provinces of Ontario, Quebec and Manitoba to conduct a course in Industrial Management and Administration, and to grant to students who successfully complete this course the Association's status as "Certified Industrial Manager" with the designation "C.I.M." — limited to graduates who maintain membership status in the Association.

Many companies use this course effectively for systematically training candidates for more advanced managerial positions. Others have found that it provides an appreciation of all management functions for technical men in such fields as quality control, design engineering, industrial sales, and production planning.

Special Programmes for Associations

R.I.A. PROGRAMME. The designation R.I.A. (Registered Industrial Accountant) is a qualification awarded by the provincial SOCIETIES OF INDUSTRIAL ACCOUNTANTS and is recognized throughout business and government as the mark of a thoroughly trained and competent management accountant. To achieve it students must successfully complete a five-year programme of studies.

The program is designed to provide a thorough basic training in the skills of management accountancy. When all the annual examinations have been passed the student receives a diploma, the right to use the R.I.A. designation after his name, and become eligible for full S.I.A. membership privileges, including voting rights. The only other provisos are four years practical experience and the sponsorship of two registered members.

For information on these programmes telephone 928-2400.

Other Programmes

The INSTITUTE OF CHARTERED ACCOUNTANTS OF ONTARIO has established a program of summer schools for university graduates enroled in its course leading to qualification as a Chartered Accountant.

The objective of the Institute's educational program is to develop a professional accountant, competent to practise public accounting. The course of studies, combined with practical experience, provides not only the special skills in accounting and related disciplines needed for public practice, but also covers many of the areas of knowledge of business administration required for modern management.

The summer schools provide an academic atmosphere in which students can devote full attention to their professional studies, free from the preoccupations of home and office. Distinguished instructors, drawn from universities and the accounting and law professions, will conduct lectures, case studies and discussion groups. Attendance at summer school is compulsory for all university graduates, except Bachelors of Commerce, entering the profession after 1968.

Information may be obtained from the Institute of Chartered Accountants of Ontario, 69 Bloor Street East, Toronto 285. Telephone 927-1841.

The Graduate Programme in Business Administration

THE SCHOOL OF BUSINESS offers three graduate programmes in Business Administration — the Diploma Course in Business Administration; the Master of Business Administration Programme; the Ph.D. Programme. Applicants must hold a degree from a recognized university.

The Master's programme is a two-year course offered on a full-time basis through the School of Graduate Studies. Qualified graduates of the Diploma Course may take the course in one year. The Ph.D. programme requires at least three years of full-time study.

The School of Business calendar may be obtained by telephoning 928-3499, or by writing to Academic Sceretary, School of Business, University of Toronto, Toronto 181, Ontario.

THE CENTRE FOR INDUSTRIAL RELATIONS was established by the University of Toronto in 1965 as an interdisciplinary research body. As such, it has no teaching or degree granting responsibilities. The Centre's primary concern is to further and to help co-ordinate teaching and research in Industrial Relations including the field of behavioural sciences in all branches of the University. It does so by bringing together both faculty members and others who are interested in various aspects of the subject. In this way, the Centre helps to contribute to the furtherance of knowledge and to help reduce the critical shortage of competent personnel in Industrial Relations.

New Accommodation

Falconer Hall Annex, 47 Queen's Park Crescent

In addition to the administrative offices and lecture rooms at 84 Queen's Park, other accommodation is provided at 47 Queen's Park Crescent.

This new location provides accommodation for the Certificate Course in Public Health Nursing, an extension to the Wallace Room which houses the Extension library, a reading room and a lounge for adult students.

Students in Degree, Diploma and Certificate Courses may avail themselves of the facilities at 47 Queen's Park Crescent.

During the Winter Session the building is open from 9:00 a.m. to 11:00 p.m. Monday to Thursday, 9:00 a.m. to 6:00 p.m. Friday, 9:00 a.m. to 5:00 p.m. Saturday, and 1:00 p.m. to 10:00 p.m. Sunday.

Bookstore

Textbooks indicated in this calendar may be ordered from the University bookstore by telephoning 928-2247. The book will be mailed to you along with an invoice which can be paid by cheque.

The night telephone number at Extension Division is 928-2393 (5 p.m. to 8:30 p.m.).

Parking

Limited parking is available on the campus. Students are advised to use public transportation if possible.

The University of Toronto issues the following calendars and other publications concerning courses of instruction given by the University, any one of which may be had on application to the Office of Admissions of the University, or to the Secretary of the Faculty, School or Institute about which information is sought.

GENERAL INFORMATION	University of Toronto Handbook
ADMISSION INFORMATION	Admission Awards Admission Circular
APPLIED SCIENCE AND ENGINEERING	Faculty of Applied Science and Engineering Engineering at Toronto — descriptive brochure Diploma Course in Operation Research
ARCHITECTURE	Faculty of Architecture, Urban and Regional Planning and Landscape Architecture Landscape Architecture — descriptive brochure Graduate Work in Architecture — descriptive brochure
ARTS AND SCIENCE	Faculty of Arts and Science Courses and Subpjects in Arts and Science Diploma Course in Computing and Data Processing
BUSINESS	School of Business — Graduate Programme in Business Administration
CHILD STUDY	Institute of Child Study
DENTISTRY	Faculty of Dentistry Division of Postgraduate Dental Education Division of Dental Hygiene
EDUCATION	The College of Education Graduate Degrees in Education*
EXTENSION	Degree Courses Certificate Courses Diploma in Translation Business, Engineering, Nursing and Special Programmes Pre-School Education
FOOD SCIENCES	Faculty of Food Sciences
FORESTRY	Faculty of Forestry
GRADUATE STUDIES	School of Graduate Studies
HYGIENE	School of Hygiene
LAW	Faculty of Law
LIBRARY SCIENCE	School of Library Science
MEDICINE	Faculty of Medicine Division of Rehabilitation Medicine Division of Postgraduate Medical Education
MUSIC	Faculty of Music The Royal Conservatory of Music School of Music Year Book General Syllabus Pianoforte and Theory Syllabus
NURSING	School of Nursing
PHARMACY	Faculty of Pharmacy
PHYSICAL AND HEALTH EDUCATION	School of Physical and Health Education
SOCIAL WORK	School of Social Work

*Write to: Ontario Institute for Studies in Education, 102 Bloor Street West, Toronto 5, Ontario.

The St. George Campus, University of Toronto

NEW NAMES FOR OLD BUILDINGS

CUMBERLAND HOUSE replaces Baldwin House as the name of the International Student Centre building.

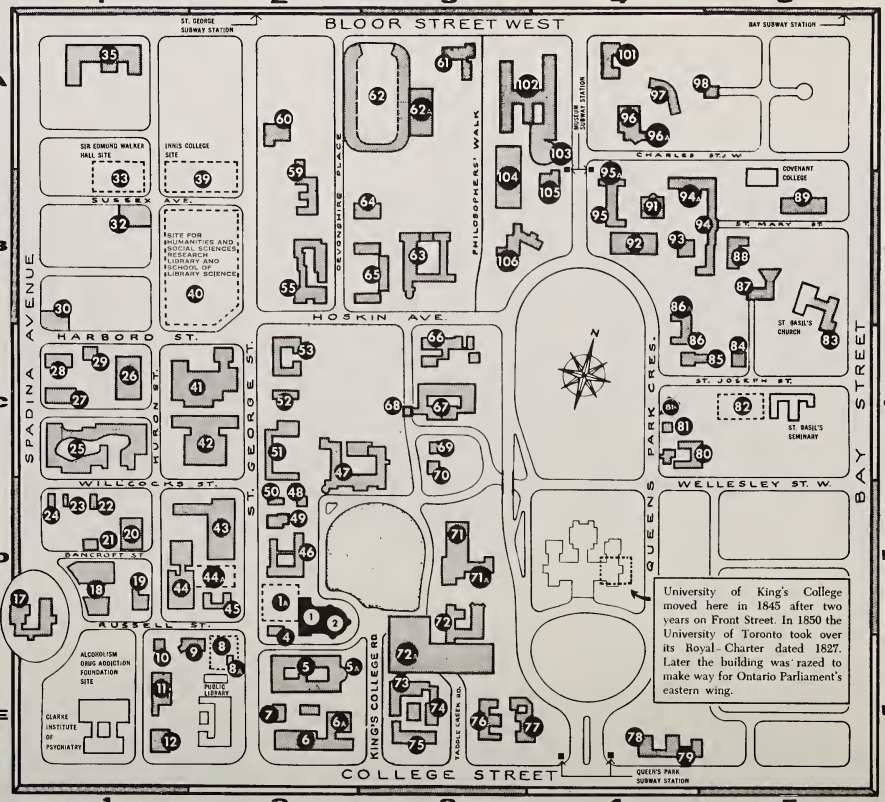
MACDONALD-MOWAT HOUSE is the name given to 63 St. George Street, occupied by Innis College and the Presbyterian Church.

SANDFORD FLEMING LABORATORIES is the designation of the old Physics building now used by Engineering. Its original name, McLennan, was transferred to the new Physics building.

A list of all research centres and institutes at U of T is on the reverse side of this Guide.

ALPHABETICAL LISTING

ACCOUNTING (Physical Plant).....11 (E-1)
ADMINISTRATION (Simcoe Hall).....1 (D-2)
ADMINISTRATION BUILDING Site.....1A (D-2)
ADMISSIONS OFFICE (Simcoe Hall).....1 (D-2)
ADVISORY BUREAU.....30 (B-1)
ALUMNI HOUSE.....23 (D-1)
ANNESLEY HALL (Victoria).....96 (A-4)
ARCHITECTURE.....12 (E-1)
ARENA.....62A (A-3)
BANTING INSTITUTE.....79 (E-4)
BENSON BUILDING (Women's Athletics) 26 (C-1)
BEST (CHARLES H.) INSTITUTE.....78 (E-4)
BIRGE-CARNEGIE LIBRARY (Vic.).....95A (B-4)
BOOKROOM.....4B (D-2)
BORDEN BUILDINGS.....1B (D-1)
BOTANY.....77 (E-4)
BRENNAN HALL (St. Michael's).....87 (B-5)
BURTON TOWER.....44 (D-1)
BURWASH HALL (Victoria).....94A (B-4)
BUSINESS.....60 (A-2)
CAMPUS CENTRE Site.....B (C-2)
CANADIANA-ARCHIVES.....71A (D-3)
CARR HALL (St. Michael's).....B5 (C-5)
CLOVER HILL (St. Michael's).....B3 (C-5)
COLLEGE OF EDUCATION.....35 (A-1)
CONNAUGHT LABS (Spadina).....17 (D-1)
CONVOCATION HALL.....2 (D-2)
CUMBERLAND HOUSE.....7 (E-2)
DEVONSHIRE HOUSE.....65 (B-3)
EDWARD JOHNSON BUILDING (Music) 104 (B-3)
ELECTRICAL BUILDING.....74 (E-3)
ELMSLEY HALL (St. Michael's).....BB (B-5)
EMMANUEL COLLEGE (Vic.).....95 (B-4&B-1B)
EXTENSION DIVISION.....105 (B-4)
FACULTY CLUB.....22 (D-1)
FOOD SCIENCES.....101 (A-4)
FORESTRY.....4 (D-2)
GALBRAITH BUILDING (Engineering).....5 (E-2)
GERALD LARKIN BUILDING (Trinity).....64 (B-3)
GRADUATE STUDENTS' CENTRE.....21 (D-1)
GRADUATE STUDIES H.Q.....50 (D-2)
HART HOUSE.....67 (C-3)
HEALTH SERVICES.....19 (D-1)
HOUSING SERVICE (134 St. George St.).40 (B-2)
HOWARD FERGUSON HALL.....51 (C-2)
HYGIENE.....76 (E-3)
INFIRMARY.....8A (E-2)
INNIS COLLEGE.....70 (C-3) and 49 (D-2)
(Phone 928-2513 for specific Innis offices)
INNIS COLLEGE Site.....39 (B-2)
INTERNATIONAL STUDENT CENTRE.....7 (E-2)
KNOX COLLEGE.....46 (D-2)
LAIDLAW LIBRARY (U.C.).....47 (C-2)
LARKIN (GERALD) BUILDING (Trinity)..64 (B-3)
LASH MILLER CHEMICAL LABS.....43 (D-2)
LAW.....106 (B-3)
LIBRARY (Central).....71 (D-3)
LIBRARY FOR HUMANITIES & SOCIAL SCIENCES RESEARCH Site.....40 (B-2)
LIBRARY SCIENCE SCHOOL Site.....40 (B-2)
LINEAR ACCELERATOR LABDRATORY.44A (D-2)
LORETTO COLLEGE (St. Michael's).....89 (B-5)
MACDONALD-MOWAT HOUSE.....49 (D-2)
MACMILLAN THEATRE.....104 (B-3)
MARGARET ADDISON HALL (Victoria)...97 (A-4)
MASSEY COLLEGE.....55 (B-2)
McLENNAN PHYSICAL LABORATORIES.44 (D-1)
MECHANICAL BUILDING.....73 (E-3)
MEDICAL AND ANATOMY.....72 (D-3)
MEDICAL SCIENCES BUILDING (under construction).....72A (E-3)
METALLURGY & MATERIALS SCIENCE..6A (E-2)
MINING AND MILL BUILDING.....75 (E-3)
NEW COLLEGE.....25 (C-1)
NURSING.....45 (D-2)
OLD DBSERVATORY.....69 (C-3)
PHARMACY.....10 (E-1)
PHYSICAL PLANT H.Q.....11 (E-1)
PLACEMENT SERVICE.....24 (D-1)
PLANETARIUM (under construction)...103 (A-4)
PRESS DFFICES, BOOKROOM.....4B (D-2)
RAMSAY WRIGHT ZDOLOGICAL LABS...41 (C-2)
RDYAL CDNSERVATORY. SCHDOL OF MUSIC.....61 (A-3)
RDYAL ONTARIO MUSEUM.....102 (A-3)
ST. HILDA'S COLLEGE (Trinity).....59 (B-2)
ST. JDSEPH'S COLLEGE (St. Michael's)..B0 (C-4)
ST. MICHAEL'S COLLEGE (Admin.).....B5 (C-5)
ST. MICHAEL'S LIBRARY Site.....B2 (C-5)
SANDFORD FLEMING LABORATORIES..5A (E-2)
SIDNEY SMITH HALL (Arts & Science)...42 (C-2)
SIMCOE HALL.....1 (D-2)
SIR DANIEL WILSON RESIDENCE.....51 (C-2)
SIR EDMUND WALKER HALL Site.....33 (B-1)
SDCIAL WORK.....61 (A-3)
SOLDIERS' TOWER.....6B (C-3)
STADIUM.....62 (A-3)
STEAM PLANT.....9 (E-1)
STUDENTS' ADMINISTRATIVE COUNCIL.....69 (C-3)
SUSSEX COURT.....32 (B-1)
TEEFY HALL (St. Michael's).....B6 (C-4)
TEXT BOOK STORE.....20 (D-1)
TRINITY COLLEGE.....63 (B-3)
UNIVERSITY COLLEGE.....47 (C-2)
VICTORIA COLLEGE.....91 (B-4)
VICTORIA COLLEGE (Admin. Academic).92 (B-4)
VICTORIA-EMMANUEL RESIDENCE.....94 (B-5)
VICTORIA GYMNASIUM.....9B (A-5)
VICTORIA COLLEGE LIBRARY.....93 (B-4)
WALLBERG BUILDING.....6 (E-2)
WHITNEY HALL (U.C.).....53 (C-2)
WOMEN'S UNIDN (U.C.).....52 (C-2)
WYCLIFFE COLLEGE.....66 (C-3)
WYMILWOOD (Victoria).....96A (A-4)


BLOOR STREET WEST
ST. GEORGE SUBWAY STATION
BAY SUBWAY STATION
MUSEUM SUBWAY STATION
SPADINA AVENUE
ST. GEORGE ST.
BAY STREET
QUEENS PARK CRES.
CHARLES ST. W
HOSKIN AVE.
ST. JOSEPH ST.
WELLESLEY ST. W
WILLCOCKS ST.
HARBORD ST.
SUSSEX AVE.
BANCROFT ST.
RUSSELL ST.
COLLEGE STREET
QUEEN'S PARK SUBWAY STATION
GEOGSHIRE PLACE
PHILOSOPHERS' WALK
HURD ST.
KING'S COLLEGE RD.
SADDLE CREEK RD.
SIR EDMUND WALKER HALL SITE
INNIS COLLEGE SITE
SITE FOR HUMANITIES AND SOCIAL SCIENCES RESEARCH LIBRARY AND SCHOOL OF LIBRARY SCIENCE
COVENANT COLLEGE
ST. MARY ST.
ST. BASIL'S CHURCH
ST. BASIL'S SEMINARY
ALCOHOLISM DRUG ADDICTION FOUNDATION SITE
PUBLIC LIBRARY
CLARKE INSTITUTE OF PSYCHIATRY
University of King's College moved here in 1845 after two years on Front Street. In 1850 the University of Toronto took over its Royal Charter dated 1827. Later the building was razed to make way for Ontario Parliament's eastern wing.

THE GREAT GATHERING PLACES

Convocation Hall.....2 (D-2)
Hart House.....67 (C-3)
Royal Ontario Museum....102 (A-3)
Edward Johnson Building 104 (B-3)
Stadium and Arena.....62 (A-3)

THE MAIN ELEMENTS

Simcoe Hall (Administration).....1 (D-2)
The University Library.....71 (D-3)
Graduate Studies.....50 (D-2)

The Colleges
UNIVERSITY COLLEGE.....47 (C-2)

Arts and Science Colleges of the Federated Universities
VICTORIA COLLEGE.....91, 92 (B-4)
TRINITY COLLEGE.....63 (B-3)
ST. MICHAEL'S COLLEGE.....B5 (C-5)

Residential Inter-Faculty Colleges
NEW COLLEGE.....25 (C-1)
INNIS COLLEGE.....49 (D-2); 70 (C-3)

U of T Arts and Science Colleges
SCARBOROUGH COLLEGE.....Back Cover
ERINDALE COLLEGE.....Back Cover

Residential Graduate Student College
MASSEY COLLEGE.....55 (B-2)

Federated Theological Colleges
EMMANUEL COLLEGE.....95 (B-4)
KNOX COLLEGE.....46 (D-2)
WYCLIFFE COLLEGE.....66 (C-3)

The Faculties
ARTS AND SCIENCE.....42 (C-2)
MEDICINE.....72 (D-3)
LAW.....106 (B-3)
APPLIED SCIENCE & ENGINEERING..5 (E-2)
FOOD SCIENCES.....101 (A-4)
FORESTRY.....4 (D-2)
MUSIC.....104 (B-3)
Royal Conservatory School.....61 (A-3)
DENTISTRY.....124 Edward St
PHARMACY.....10 (E-1)
ARCHITECTURE, URBAN & REGIONAL PLANNING & LANDSCAPE ARCH. 12 (E-1)

Other Principal Divisions
BANTING, BEST RESEARCH...7B, 79 (E-4)
SCHOOL OF BUSINESS.....60 (A-2)
COLLEGE OF EDUCATION.....35 (A-1)
CONNAUGHT LABORATORIES
Spadina Division.....17 (D-1)
College Division.....76 (E-3)
Dufferin Division.....Back Cover
DAVID DUNLAP OBSERVATORY..Back Cover
SCHOOL OF HYGIENE.....76 (E-3)
LIBRARY SCIENCE.....167 College St.
SCHOOL OF NURSING.....45 (D-2)
PHYSICAL & HEALTH EDUCATION..11 (E-1)
Men's Athletics.....67 (C-3)
Women's Athletics.....26 (C-1)
SCHOOL OF SOCIAL WORK.....61 (A-3)

University Extension 105 (B-4)

Royal Ontario Museum 102 (A-3)
McLaughlin Planetarium.....103 (A-4)

Students' Administrative Council....69 (C-3)

University of Toronto Press
Offices, Bookroom.....4B (D-2)
Printing Department..... ....Back Cover
Text Book Store.....20 (D-1)